



Purchasing Department  
Finance Group

April 6, 2010

### INVITATION TO BID

The City of Norwalk is soliciting proposals for FODOR FARM HOMESTEAD DWELLING REHABILITATION. The budget estimate for these professional services is \$200,000.00. Your firm has expressed interest in providing these services. Below is an outline of some of the requirements which apply specifically to this project. The requirements of these services are discussed in greater detail under Section 2 – Project Specifications.

<b>PROJECT NUMBER:</b>	<b>2900</b>
<b>DEADLINE :</b>	<b>2:00 PM, May 6, 2010</b>
<b>BID TITLE :</b>	FODOR FARM HOMESTEAD DWELLING REHABILITATION
<b>SITE LOCATION:</b>	328 Flax Hill Road Norwalk, CT 06854

**BID DOCUMENTS** for this project may be ordered directly from Technical Reproductions, Inc. Please call Karyn Boczer at (203) 849-9100 to order these documents. All documents must be ordered in complete sets. A \$ 50.00 deposit is required. Checks are to be made payable to, “**The City of Norwalk.**” Pick up the plans and specifications from Technical Reproductions, 326 Main Avenue, Norwalk, CT, 203-849-9100. The deposit will be \*refunded to those bidders who return complete, unmarked documents in good, useable condition within ten days of the award.

\*Up to three sets will be available for General Contractors and one set for each subcontractor. Additional sets will cost \$50.00 each, **non-refundable.**

A MANDATORY PREBID CONFERENCE for this project will be held at 10:00 am, April 21, 2010 at the construction site; 328 Flax Hill Road, Norwalk, CT 06854. A walk-through of the site will follow the meeting.

All questions must be directed, in writing, to David Carroll, Purchasing Officer, via e-mail to [dcarroll@norwalkct.org](mailto:dcarroll@norwalkct.org). The deadline for submission of questions is 2:00 pm, April 23, 2010.

Bidders will be required to provide:

- 10% bid bond with your response (see Section 3.1 C & D).
- Performance, labor, and materials bond for 100% of the project upon award if the contract value exceeds \$50,000.00 (see Section 3.1 C & D).
- Copies of current certifications as applicable.
- Original bid response plus seven (7) copies.

**SPECIAL NOTES:**

- A. References to Department of Public Works, Director of Public Works, and Engineer in section 3 and section 4 are to be interpreted as "Owner's designated representative".
- B. Section 4, Item 109-04-2b, Contractor Charges is changed to read "...profit and overhead shall be figured at fifteen (15) percent unless some other basis is approved by the Director."
- C. The anticipated completion date for this project is September 1, 2010.
- D. Section 3.8, Liquidated Damages, change to read "Liquidated damages as defined in Article 20 of the Norwalk General Conditions for Construction will be \$100.00 per day.
- E. As part of the bid submittal, Contractors are required to submit a copy of their current lead license issued by the State of Connecticut, Department of Public Health.

**BIDDER LISTS** will not be published.

**ADDENDAS**, if issued, will be available over the Internet at <http://www.bid.ci.norwalk.ct.us/html/add.htm> . This service is also available via FAX. Dial 203-854-7897 from any phone to access the Purchasing Department's Express Request Line. Request document #1001. It is the responsibility of the bidders to verify the issuance of any addenda. We strongly suggest that you check for any addenda a minimum of forty eight hours in advance of the bid deadline.

If, after review of the bid documents, your firm is interested in performing the services specified, provide the information requested, sign and return the complete documents, along with your detailed proposal, to the Purchasing Department by the due date. We would appreciate the courtesy of promptly advising us if you do not intend to respond. To properly maintain our records those firms who do not respond may be removed from our vendor records.

David Carroll  
Purchasing Officer  
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